

**SAN FRANCISCO OFFICE**  
**May 19, 2006**

Project Number: 100029

**To:** Valerie Knepper, MTC

**From:** Carol Levine

**Subject:** Case Study Work Scope - City of Union City

The following memorandum presents a proposed work scope for the Union City Case Study. Based on the initial case study questionnaire, Union City's goal was to "...develop a parking plan approach to help the City adjust to [its] increasing urbanization." Union City is in the process of developing or expecting future mixed-use redevelopment of several properties surrounding the BART Station. There is also the expectation that Dumbarton Rail and Capitol Corridor will be stopping at the Station area in the future. The City also noted having particular concerns regarding parking in the vicinity of the BART station and impacts of overflow BART parking on surrounding neighborhood streets. As such, the Union City Case Study will focus on parking strategies which can prepare the City for future increases in parking demand in the Station Area.

As such, the following steps are proposed:

- 1) A kick-off meeting was held with MTC and City staff to review Union City's goals for this case study, to conduct a site visit of the Station Area, to discuss existing data collection resources, and review the proposed scope of work. The following goals for the case study were identified:
  - Provision of bicycle/pedestrian amenities, especially most appropriate path/lane standards and developer requirements for lockers and racks, with an eye to cost effectiveness against theft.
  - In-lieu parking fees: there is currently provision for in-lieu fees in the zoning code for CSMU district but there is no general policy framework for this program. Questions include if and how it might apply outside CSMU and to retail and office use. Another issue is what fee is best and how would collection and expenditure work?
  - Unbundling: Interest in city policy requiring parking to be a separate charge in tenant leases. Issues include developer acceptability and possible of spillover parking outside development as employees and residents "see" and react to explicit charge. Also issue of coupling unbundling with TDM incentives such as transit passes so tenants have choice between parking and other modes.

- Shared Parking: Interest in strategies to create public lots to serve many uses. Near term issue and focus of this discussion may be new city lot at PG& site with some spaces to be leased to BART for “lost” parking as current BART lot is reconfigured.
- 2) The study area will include approximately ½ mile surrounding the BART Station. Currently, much of this area, particularly to the north of the station, is undeveloped but is proposed for future mixed-use development including expansion of the transit station with the addition of Dumbarton Rail, Capitol Corridor and ACE service. Much of this area is contained within the CSMU (station mixed use commercial) zoning district.
  - 3) Existing parking policies and requirements will be reviewed as well as any future policies or changes in the proposed study area. WSA will review current policies and assess their impact on parking demand and mode shares. WSA will also evaluate policy implementation histories, evidence of acceptance, cost implications and other pertinent information provided by City Staff.
  - 4) Parking inventory and demand data is available for the Union City BART Station which was collected in Fall 2005. No other parking inventory or demand studies are available for the Study Area. The City does not currently charge for parking anywhere in the City.
  - 5) Parking use information will be collected for similar residential uses in CSMU district, specifically at the residential complex on Union Square and the residential complex on Decoto Road south of Union Sq/Meyers Dr. This survey of on-site lots and adjacent street parking would be done late at night (midnight) to determine the parking demand and overflow characteristics of these land uses. The purpose of this data collection is to help inform the pros and cons of in-lieu fees and unbundling options given current (and foreseeable) parking demand characteristics of residential and BART use in the area.

In addition, the impact of BART parking on the Station Area would be assessed. Parking data from October 2005 BART parking surveys are available. This will be spot checked to affirm the station parking fill times and to evaluate overflow parking. Observations will be done on a weekday morning to determine how much of the adjacent street parking is being used by BART patrons after the parking lots fill. Again, the purpose is to inform analysis of in-lieu and unbundling.

- 6) Evaluate additional information related to the study area parking policies such as land use and redevelopment policy changes, development issues/constraints, local infrastructure and transportation improvements, and other related area changes. Current BART parking policies will also be noted to identify the possible impacts on the surrounding area’s parking environment. WSA will also research average vehicle ownership rates, percent mode share, and income information based on relevant available data sources (e.g. Census 2000 tract information, BART Station Area Plans, etc.).
- 7) WSA will meet with various stakeholders as appropriate during the process including but not limited to BART and the Station District Citizen’s Advisory Committee.

- 8) Inventory and review the most current land use forecasted conditions in the study area, including available information on building square footages and number of dwelling units. The following projects are currently proposed for the Station Area:

- Litke Site-Avalon Bay development – adjacent to BART Station: 438 residential units
- PSSC site – east of SR 84: 119 single-family homes
- PSSC site – west of SR 84 and north of 11th Street: 216 townhomes
- PSSC site – west of SR 84 and south of 11th Street: R&D complex
- PG&E site – 535 multi-family homes in 2010-12 with office & retail
- PG&E Phase 1 south portion will include 345 space public parking lot for shared use between BART, community center, retail

Using a tailored parking demand model, WSA will prepare a parking demand analysis for the CSMU district. This model will be calibrated for Union City to include modal information, the extent of a captive-market environment, and the parking supply availability. In addition, future parking demand for future residential and commercial land uses will be determined based on potential for shared parking. As such, WSA will thoroughly review the current reports/information available for the study area, notably, the 2002 update to the General Plan and the Zoning Ordinance for the Station Mixed-Use District.

- 9) Based on the previous steps, a parking profile for the Union City study area CSMU district will be developed. A memorandum describing findings of the parking conditions, existing requirements and policies, forecasted demand, and stakeholder participation will be presented. This information will be used to form TOD parking strategies which are applicable and site specific to Union City including:
- In-lieu fee pros and cons, potential application to city with recommendations if appropriate for policy changes, adoptions.
  - Feasibility and merit of unbundling requirements for future developments, especially residential and office.
  - Shared parking policy options for proposed new city lot (PGE) site and draw implications, if warranted, for future management and development of city shared parking development.